

Town of Herndon, Virginia
Building Inspections Section
Rental Inspection Program
Inspection Check List

<u>Pass</u>	<u>Fail</u>	
<input type="checkbox"/>	<input type="checkbox"/>	Hot Water Heater: Check to ensure temperature and pressure relief valve is piped down approximately 6 to 8 inches from floor level or piped into sump pump pit or other approved termination. IPMC 505.4
<input type="checkbox"/>	<input type="checkbox"/>	Washer/Dryer: (If Provided) Check the hookups and turn them on a short cycle to ensure there are no leaks and they are in working order.
<input type="checkbox"/>	<input type="checkbox"/>	Electrical Panel Box: Check for tripped breakers, missing spacers or breakers providing access to the interior buss bar. IPMC 604.1
<input type="checkbox"/>	<input type="checkbox"/>	Furnace: Forced air, heat pump or other forced air type unit, check for filter, if visible, is it clean; if gas fired, check condition or flue pipe for holes, rust, is connection tight, clearance to combustible materials usually 18 inches on single wall flue. IPMC 602.3
<input type="checkbox"/>	<input type="checkbox"/>	Hot Water Boiler: may provide domestic hot water in addition to heat, boiler circulates hot water through a system of piping and radiators and baseboard heating units. Look for a backflow prevention device, temperature and pressure relief valve it must also be piped down to floor level. IPMC 505.4
<input type="checkbox"/>	<input type="checkbox"/>	Rooms on all floors: Check perimeter of room (floors/ceiling) for water damage, stains or suspected mold, check electrical outlets quantity and use your tester on random outlets.
<input type="checkbox"/>	<input type="checkbox"/>	Basement: Check for egress window in basement. Bathroom/Powder Room- Flush toilets, run water in bathroom lavatories (basin), check for hot water at faucet, check under the vanity cabinet for any water leaks or signs of previous water leaks. IPMC 702.4
<input type="checkbox"/>	<input type="checkbox"/>	Basement: Check foundation walls for cracks, breaks, and plumbing. IPMC 305.1
<input type="checkbox"/>	<input type="checkbox"/>	Bathroom/Powder Room: Check bathtub/shower tiles for loose tiles and proper caulking at wall and tub as well as where the tub meets the floor. IPMC 305.1
<input type="checkbox"/>	<input type="checkbox"/>	Bathroom/Powder Room: Check floors to ensure they are impervious to water and have no loose tiles. IPMC 305.1
<input type="checkbox"/>	<input type="checkbox"/>	Smoke Detectors: Check smoke detectors on all floors and in all bedrooms. Note: If original equipment was hard-wired, they must remain hard-wired. A smoke detector must be on all floors or wings of the house. IPMC 704.2
<input type="checkbox"/>	<input type="checkbox"/>	All Rooms: Check to ensure that all switch plates and duplex outlet covers are installed, check for open (exposed wires) electrical junction boxes. IPMC 605.2
<input type="checkbox"/>	<input type="checkbox"/>	All Rooms: Check for holes in walls, floors, and ceilings. IPMC 305.1
<input type="checkbox"/>	<input type="checkbox"/>	Windows: Check windows to ensure locks are on all first floor windows (6 ft. from ground 304.18.2) and window functions properly. IPMC 304.13.2
<input type="checkbox"/>	<input type="checkbox"/>	Windows: Ensure window screens are in place and free of holes. IPMC 304.14
<input type="checkbox"/>	<input type="checkbox"/>	Sprinklers: If the house is sprinklered check sprinkler heads for clearance requirements and ensure that no heads are painted or damaged. VUSBC (F) 903.1
<input type="checkbox"/>	<input type="checkbox"/>	Kitchen: Run water in sink and check for leaks under the sink. Check garbage disposal for operation. IPMC 504.1
<input type="checkbox"/>	<input type="checkbox"/>	Kitchen: Check inside stove to ensure it is clean and sanitary. Turn on stove and burners to ensure they are in working order.
<input type="checkbox"/>	<input type="checkbox"/>	Kitchen: Look inside dishwasher to ensure it is clean and sanitary. Turn on dishwasher to ensure it is working properly.
<input type="checkbox"/>	<input type="checkbox"/>	Kitchen: Look inside cabinet doors for signs of roach infestation and ensure they are clean and sanitary.
<input type="checkbox"/>	<input type="checkbox"/>	Kitchen: Look inside refrigerator (if provided) for clean sanitary conditions free of odors.
<input type="checkbox"/>	<input type="checkbox"/>	Stairways (inside/outside): Check to ensure handrails are in place if there are more than four risers. IPMC 304.10
<input type="checkbox"/>	<input type="checkbox"/>	Fireplaces: Check for condition, has it been used? If so recommend chimney cleaning to landlord
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Check to ensure that gutters and downspouts are not crushed or clogged and are free of overhanging branches. Since it is hard to determine the condition of a gutter from the ground look for plant/weed growth. Splash blocks should be in place at the terminations of the downspout. Look for green discoloration on siding, a sign that gutters and downspouts are not functional. Look for large areas of moss growth near foundation wall, this may indicate standing water. Look for areas where topsoil is missing exposing stones/pebbles. IPMC 304.7.
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Ensure that globes are on all exterior light fixtures. IPMC 605.3
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Ensure there are no holes in the exterior that would allow nuisance animals entry. Check especially at roof line. IPMC 304.6
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Ensure there is no cracking or peeling paint IPMC 304.2
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Visually look at roof covering for signs of deterioration. (note any clawing shingles or missing shingles) IPMC 304.7
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Check fences and/or gates to ensure they are structurally sound and hardware is in place on all gates. IPMC 304.2
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Ensure that sliding doors work properly and screen slider is secure. IPMC 304.15
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: If the house has a deck, check it to ensure it has proper railings and is structurally sound. IPMC 304.10
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Check sidewalks/steps for tripping hazards. IPMC 302.3
<input type="checkbox"/>	<input type="checkbox"/>	Exterior: Check foundation walls for cracks, breaks, and plumb. IPMC 304.5